



## Department of Public Safety and Correctional Services

### Office of the Secretary

6852 4<sup>th</sup> Street, Sykesville, Maryland 21784  
(410) 339-5000 – TOLL FREE 877-379-8636 • [www.dpscs.maryland.gov](http://www.dpscs.maryland.gov)

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ASSISTANT SECRETARY

September 15, 2022

The Honorable Guy Guzzone  
Chair, Senate Budget and Taxation Committee  
3 West Miller State Building  
Annapolis, Maryland 21401-1911

The Honorable Ben Barnes  
Chair, House Appropriations Committee  
House Office Building, Room 121  
Annapolis, Maryland 21401-1911

RE: Joint Chairmen's Report – Q00C02.01 Division of Parole and Probation  
Caseload Report

Dear Chair Guzzone and Chair Barnes:

The 2022 Joint Chairmen's Report requires the Department of Public Safety and Correctional Services to submit a report on caseload levels of parole and probation agents within the Division of Parole and Probation. Specifically, page 162 of the 2022 Joint Chairmen's Report states:

In recent fiscal years, DPP has been working to reduce caseloads to a manageable level for its parole and probation agents. Caseload ratios improved, but vacancies worsened in fiscal 2021. The committees request a report due by September 15, 2022, from DPP on the following:

- the recommended average caseload ratio in each region and office based on American Parole and Probation Association standards;
- the exact breakdown of support staff and general supervision caseloads by office into DPP supervision levels for fiscal 2022;
- the exact breakdown of case closures by reason, region, and office;
- an evaluation of staff realignment between regions; and
- a review and analysis of monthly fiscal 2022 DPP agent and Drinking Driver Monitor Program monitor new hires, separations, and vacancies.

Attached is the Department's submission in satisfaction of this reporting requirement.

I hope this letter and attachment meet with your approval. If you have any questions, please contact myself or Chief of Staff, Rachel Sessa, at Rachel.sessa@maryland.gov.

Sincerely,

Robert L. Green  
Secretary

cc: Members of the Senate Budget & Taxation Committee  
Members of the House Appropriations Committee  
Ms. Sarah Albert, Department of Legislative Services  
Mr. Matthew Bennett, Counsel, Senate Budget and Taxation Committee  
Mr. Kenneth Weaver, Policy Analyst, House Appropriations Committee  
Ms. Amelia Chassé Alcivar, Chief of Staff, Governor's Office  
Mr. Andrew Cassilly, Senior Advisor, Governor's Office  
Ms. Cathy Kramer, Department of Legislative Services  
Ms. Cristina Jorge-Tuñón, Budget Analyst, Department of Budget and Management  
Mr. Jacob Cash, Policy Analyst, Department of Legislative Services



**DEPARTMENT OF PUBLIC SAFETY AND  
CORRECTIONAL SERVICES**

Division of Parole and Probation  
Caseload Report

September 2022

Governor Larry Hogan  
Lt. Governor Boyd K. Rutherford  
Secretary Robert L. Green

## **INTRODUCTION**

The Budget Committees requested the Department of Public Safety and Correctional Services submit a report on the Division of Parole and Probation Caseload Report. Language found on page 162 of the 2021 Joint Chairmen's Report specifically states:

The committees request a report due by September 15, 2022, from DPP on the following:

- the recommended average caseload ratio in each region and office based on American Parole and Probation Association standards;
- the exact breakdown of support staff and general supervision caseloads by office into DPP supervision levels for fiscal 2022;
- the exact breakdown of case closures by reason, region, and office;
- an evaluation of staff realignment between regions; and
- a review and analysis of monthly fiscal 2022 DPP agent and Drinking Driver Monitor Program monitor new hires, separations, and vacancies.

## **OVERVIEW**

The Department of Public Safety and Correctional Services (Department) is tasked with overseeing the Division of Parole and Probation (DPP), which supervises individuals in the community, sentenced to a period of probation supervision by the Maryland Judiciary, or released by the Maryland Parole Commission under parole or mandatory release supervision. In addition to supervising parolees, probationers, and those on mandatory release from the correctional facilities, agents supervise Marylanders who have been court-ordered into the Drinking Driver Monitor Program, residents of Maryland sentenced in other states through the Interstate Compact for Offender Supervision, and conduct pre-sentence investigations. The Division operates 36 offices statewide with locations serving every county in the state of Maryland. This report addresses the five issues identified in the Joint Chairmen's Report.

### **I. THE RECOMMENDED AVERAGE CASELOAD RATIO IN EACH REGION AND OFFICE BASED ON AMERICAN PAROLE AND PROBATION ASSOCIATION STANDARDS**

Over the past fiscal year, the Department has continued to see a decrease in the average agent to caseload ratio. DPP statewide caseload averages are 66 cases per Agent as of the end of fiscal year (FY) 2022. The Department strives to maintain an average caseload ratio per agent based on evidence based supervision techniques, best practices, and national ratio guidelines. The Department has and will continue to address average caseload ratios by continuing to reduce the number of vacant agent positions and realigning agents where practical. However, it is important to note that there are limitations to comparing national average caseload ratios to Maryland's average caseload ratio – and even in comparing certain regions within Maryland to one another.

As previously mentioned, one of the primary ways the Department strives to maintain an average caseload ratio per agent that is comparable to national averages is by filling vacant DPP agent positions.

As of July 1, 2022, DPP had 105 Agent vacancies statewide. Since the FY 2021 report, DPP has seen an overall increase in the Agent vacancy rate to 17%; when factoring in other DPP positions, the overall vacancy rate increased to almost 19%. DPP continues to work closely with the Human Resources Division (HR) to fill all remaining Agent vacancies. Each of the offices with caseload averages over the national average of 82 cases has vacancies that, once filled, will reduce the averages in those offices to well below 80. Vacancies directly affect the average caseload ratios since there are fewer total DPP agents. The Department has continued to prioritize filling its vacancies across the entire agency including DPP agent positions. The tremendous efforts of HR resulted in the following staff additions:

- FY 2022:
  - DPP Entry Level Training Academy 111 – 10 Agent graduates
  - DPP Entry Level Training Academy 112 – 15 Agent graduates
  - DPP Entry Level Training Academy 113 – 25 Agent graduates
  - DDMP Entry Level Training Academy 10 – 4 DDMP Monitor graduates
  - DDMP Entry Level Training Academy 11 – 2 DDMP Monitor graduates

It is important to keep in mind that there are limitations to comparing caseload ratios across jurisdictions. Not all jurisdictions are the same as far as geography, size, structure, areas covered, and clientele serviced. In 2006, a paper authored by Bill Burwell for the American Parole and Probation Association (APPA), noted some of the difficulty in prescribing an ideal caseload size. Some of the differences noted were:

- Not all offenders are alike – they vary in ages, gender, and offense seriousness, risk factors and service needs.
- Not all Court/Parole Orders are the same – Judges and releasing authorities vary widely in terms of the conditions they place on offenders, which in turn affects workload demands on the supervising officer.
- Not all jurisdictions are the same. Statute and policies vary significantly among different jurisdictions<sup>1</sup>.

Not only is this applicable when comparing national figures to the State of Maryland, but also it is applicable when comparing the average caseload ratios of the various regions within the State of Maryland. Given the nature of the cases supervised in Baltimore City, the average caseload ratio for the Baltimore Metro Region should look lower than the other regions. As will be discussed in Section III of this report, the Baltimore Metro Region continues to have a higher concentration of Violent Prevention Initiative (VPI), sex offender

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<sup>1</sup>Bill Burwell, Associate Professor, Temple University 2006 Caseload Standards for Probation and Parole (September 2006) American Probation and Parole (APPA)

(SO1-SO4) and high (HGH) supervision level cases that require more active supervision than lower supervision level cases. Additionally, in FY 2022 DPP increased the supervision contact standards for the Violence Prevention Initiative (VPI) offenders resulting in additional contact with their assigned Agent. Analyzing the FY 2022 caseload averages statewide, approximately 50 percent of the general supervision cases were assessed in lower supervision categories utilizing a validated risk instrument. With statewide averages well below 82 in the majority of DPP offices and a significant number of low risk individuals under supervision, DPP believes that the current caseload average target of 82 cases remains a viable number of cases. As DPP continues to evaluate its current risk assessment tool as required by the Justice Reinvestment Act, the revalidation results could result in adjustments in our supervision risk level populations. DPP will continue to evaluate caseload populations and make the necessary adjustments as needed.

## **II. THE EXACT BREAKDOWN OF SUPPORT STAFF AND GENERAL SUPERVISION CASELOADS BY OFFICE INTO DPP SUPERVISION LEVELS FOR FISCAL YEAR 2022**

Tables in Appendix A display the caseload averages for DPP Agents in the Baltimore-Metro, Capital, East, and West Regions for FY 2022. It is important to note that each office designation displayed in the Appendices does not indicate an individual office location. The Baltimore-Metro Region has multiple units placed within many of their office locations. In FY 2022, DPP consolidated office locations in Baltimore County and Baltimore City resulting in the closure of the Dundalk and Gay Street Field Office locations as well as relocating its Central Intake, Assessment, and Placement Unit operations from the 428 E. Preston Street Field Office to the Madison Street field office along with existing supervision units at that location.

DPP uses an office unit designation to denote a specialized caseload, or a specific area of supervision instead of a specific office location. An example of this is the Preston Street office location in the Baltimore-Metro Region. That particular office location houses the following DPP supervision units: Reentry, Baltimore City VPI, Drug Treatment Court (DTC) Circuit, Drug Treatment Court (DTC) District 02, General Supervision, and Treatment Liaison. Each of these are not specific office locations, but rather specific units covering certain areas of focused supervision that are housed at the Preston Street office location.

Appendix C provides the exact breakdown by physical office location with designated supervision units attached to the office. In FY 2022, DPP relocated intake operations from the Preston Street field office to the Madison Street office. Additionally, DPP closed the Dundalk field office in Baltimore County and Gay Street Field Office in Baltimore City, reallocating staff to the Essex location and Madison Street field offices respectively. These office closures did not have a negative impact on service delivery in those jurisdictions.

The factors included in the assessment of the caseload averages are as follows:

- Number of Agents per DPP supervision unit;
- Number of total active cases per DPP supervision unit;
- The average number of cases per Agent;

- Breakdown of cases by supervision level by Region and Office; and
- Breakdown of cases by Region for FY 2022.

Supervision level definitions are as follows:

- VPI- Violence Prevention Initiative
- HGH- High Supervision Level
- MOD- Moderate Supervision Level
- LMD- Low Moderate Supervision Level
- LOW- Low Supervision Level
- REV- Review
- SO1- Level 1 Sexual Offenders
- SO2- Level 2 Sexual Offenders
- SO3- Level 3 Sexual Offenders
- SO4- Level 4 Sexual Offenders

The Review (REV) supervision level is not a static level of supervision. REV is the initial supervision level for all non-sexual offenders or non-VPI eligible clients. This is the initial period of time (within the first 45 days of supervision) in which a supervision Agent is performing all of the necessary risk/needs assessments to determine the appropriate level of supervision. The levels of supervision are indicative of the risk/needs factors involved with High (HGH) being the highest risk and progressively moving downward to LOW which are the lowest risk offenders. Agents perform periodic reassessments, which review an individuals' compliance while under supervision. As individuals are compliant, they will move down in supervision intensity. Low (LOW) is the Division's lowest supervision level. The LOW level of supervision is reserved for lowest risk clients and those who have exhibited significant compliance earning a downgrade to the lowest level of supervision. Sexual Offenders are also supervised based on risk/needs in that Level 1 represents the highest risk; progressively moving downward to Level 4 representing the lowest risk level.

### **III. THE EXACT BREAKDOWN OF CASE CLOSURES BY REASON, REGION, AND OFFICE**

The table in Appendix B outlines the case closures by Region and by type. Case closures happen once DPP is no longer legally responsible for actively supervising/monitoring a case. When a supervisee has an open Violation of Probation (VOP) warrant and is not able to be located, the case is placed in Pending Warrant Service (PWS) status. Once an individual is located and the warrant is served, the individual is assigned the appropriate level of supervision unless the Court has indicated otherwise. Case closure definitions are as follows:

- **Appealed** - The case resulting in the offender being placed under supervision is appealed to a higher court, and the appeal results in the case being closed.
- **Commutation** - The case that resulted in the offender being placed under supervision is commuted.

- **Death of Offender** – The death of a supervised individual as verified through an official death certificate
- **Death of Offender- Overdose** – The death of a supervised individual as verified through an official death certificate as an overdose.
- **Early Termination** – The Court agrees to the case in a satisfactory status prior to the legal expiration date. This status is used for probation cases only.
- **Expired** – The supervision of the case has reached its legal expiration date
- **Pending Warrant Service** – A violation of probation (VOP) warrant has remained outstanding for six months. This status is only applicable to probation cases.
- **Returned to Sending State** – DPP is given permission to return the case to the sending state prior to the legal expiration date. This would also apply to cases we are actively supervising for another state where a warrant has been requested, but only after the sending state grants permission to close our interests in the case.
- **Revoked – New Offense** – The supervised individual is guilty (including PBJ and nolo contendere) of a new offense committed while under supervision and the Court and/or Parole Commission finds the offender guilty of a VOP (regardless of whether or not the VOP results in incarceration). This status is only used by the Court or Parole Commission if there is a guilty finding of violation of probation.
- **Revoked – Technical** - The supervised individual is found guilty of a VOP other than new convictions (regardless of whether or not the VOP guilty finding results in incarceration). This status is not used if the Court or Parole Commission has not found the offender guilty of a VOP.
- **Unsatisfactory – New Offense** – The offender is guilty (including PBJ and nolo contendere) of an offense that was committed during the supervision or monitoring period, and the case is closed (with or without a hearing) by the sentencing authority without finding the offender guilty of a VOP. Do not use if the offender is found guilty of a VOP, but the Court or Parole Commission orders the case closed unsatisfactorily. This status is only used if the VOP hearing does not result in a guilty finding.
- **Unsatisfactory – Other** – Violations other than new convictions have been documented in a report to the Court or Parole Commission without the offender being found guilty of a VOP, but the Court or Parole Commission orders the case closed unsatisfactorily.

***Note: When there are new convictions and technical violations occurring in the same case, the case will be closed using the new conviction status.***

There are data limitations of note in the reported data. Cases closed as result of a return to the sending state is not strictly due to an offender violating the terms of their supervision. There are instances when the offender voluntarily returns to the state in which originally sentenced for various reasons other than violations. The number of individual cases closed in this status includes both instances of returns to the sending state. Cases closed as the



result of death, is not limited to only those cases closing via homicide and includes any cases closed due to death by other means such as accidents and natural causes.

#### **IV. AN EVALUATION OF STAFF REALIGNMENTS BETWEEN REGIONS**

Overall, statewide DPP caseload averages as of FY 2022 have remained well below 82 cases in most DPP offices. As the Judiciary has steadily reduced their backlogs of cases, DPP has seen supervision population increases, but not to the level that significantly increased overall caseload averages statewide.

In October 2021, DPP took 16 vacant clerical and office services clerk positions and reclassified them to Agent I positions in an effort to immediately reduce the caseload averages in offices statewide. Additionally DPP then took seven (7) PINs and upgraded them from Agent Senior to Field Supervisor I, which increased DPP to a net of nine (9) additional Agent position. As DPP reassigned Agent positions, the need for additional supervisory oversight in the offices where the positions were reallocated, necessitated the reclassification of some Agent vacancies. The reclassifications mainly affected the Agent Senior classification and were taken from administrative vacancies such as investigations and from offices with caseload averages well below the national average of 82 cases.

Filling vacant Agent positions played a role in the significant workload reductions in some offices in the previous fiscal year report. Offices of note in this year's report have experienced increased attrition, which has mitigated hiring in those locations. As the Court is no longer operating under reduced operational plans, DPP has seen a return to an average of 2000 new intakes per month, which is close to pre-pandemic averages.

Agent hiring remains an important priority for DPP in an effort to minimize the effects of attrition through retirements and other separations from service. While overall DPP caseload averages were significantly lower than the national average, a few offices had caseload averages above 82. A closer look at the data continues to show that the majority of these locations have vacancies, which if filled, would significantly reduce overall caseload averages in those locations. In each location noted in the FY 2021 report, only the Leonardtown office has seen an increase in caseload averages. Primarily the Leonardtown office lost Agents to other employers. As the result of previous staff realignments, Hagerstown and Glen Burnie has seen their caseload averages decrease despite having more vacancies in FY 2022 than FY 2021. The additional positions added and subsequent Agent graduations allowed those particular field offices to minimize the effects of staff separations. Filling all DPP vacancies in all offices will be a priority for upcoming Agent academy classes. Those filled positions will have a direct impact on reducing caseload averages to very near or below the national average

The offices of note are as follows:

- Glen Burnie – 87 average (5 Agent vacancies)
- Hagerstown – 85 average (5 vacancies)
- Leonardtown – 125 average (6 vacancies)

- Oakland – 97 average (0 vacancies) \***Note new agent will begin September 2022**
- Owings Mills – 102 average (6 Agent vacancies)
- Waldorf – 89 average (4 Agent vacancies)
- Annapolis – 97 average (4 Agent vacancies)

As the Agency worked to reduce the number of vacancies in the entry level Agent I positions during FY 2022, those efforts were somewhat mitigated by an increase in the number of Agent Senior separations at the end of the fiscal year. Agent Senior represents more tenured staff, who have been with DPP for a number of years and are often eligible for retirement. DPP, in collaboration with Human Resources, recently announced the Retention and Longevity Pay Incentive Bonus (RLPI) Program as an effort to retain those Senior Agents who are eligible for retirement and as an incentive for Agents who are not yet eligible to retire, to stay on with DPP. RLPI began in July 2022 and offers a retention bonus for individuals agreeing to stay on with DPP for four years after signing the agreement. Since the implementation of the program, HR has received 98 agreements from DPP staff in the initial 45 days of program start.

Through the continued efforts of HR, DPP has a large pool of applicants to select from in the current Agent recruitment. DPP currently has an Entry-Level Training Class with 15 Agents slated to graduate on September 13, 2022. Glen Burnie will receive two (2) Agents, and Hagerstown will receive one (1) from this graduating Academy. Although significant vacancies remain in many offices, once those graduating Agents receive their caseloads, DPP will begin to see reductions in the overall caseload averages in those particular office locations. Barring any delay, DPP anticipates another Entry-Level Training Academy class beginning on September 15, 2022.

DPP remains steadfast in reviewing caseload sizes statewide and is prepared to make any necessary staffing adjustments between Regions to maintain caseload sizes close to the national average. The current recruitment will help bring caseload averages to an acceptable level without necessitating wholesale movement of staff. However, in the future, if movement of staff becomes necessary DPP will make any necessary adjustments.

Given the acuity of the cases supervised in Baltimore City coupled with high rates of homicides and gun related violence, the average caseload ratio for the Baltimore Metro Region should remain lower than the other regions. Baltimore Metro Region continues to have a higher concentration of Violent Prevention Initiative (VPI), sex offender (SO1-SO4), and high (HGH) supervision level cases that require more active supervision than lower supervision level cases. Additionally, the Baltimore Metro Region still maintains the most Agents and highest overall supervision and specialized populations in the State of Maryland.

The Baltimore-Metro (Central) Region has a Mental Health Court, Domestic Violence Unit (FAST East & West), Veterans Court, Drug Treatment Court in both Circuit and District Court, District Court Re-Entry Project (DCREP), Aim to B'More (Baltimore City States Attorney's Office diversion program for first-time felony drug offenders), and Reentry caseloads which are all unique to Baltimore City. Due to the complexity and acuity of offenders assigned to these specialized caseloads as well as program requirements, DPP

strives to keep those caseload averages below 50 cases per Agent. Overall caseload sizes in the Baltimore Metro Region remains lower than surrounding jurisdictions.

## **V. REVIEW AND ANALYSIS OF MONTHLY FISCAL 2022 DPP AGENT AND DRINKING DRIVER MONITOR PROGRAM, NEW HIRES, SEPARATIONS, AND VACANCIES**

Appendices E-G outline DPP Agent and Monitor Program hiring by month, separations, and vacancies in FY 2021. As reported in a previous section of this report, DPP graduated 50 Agents from its Entry Level Training Academy and hired 24 additional supervision Agents during the fiscal year. DPP efforts to hire Agents are bolstered by DPSCS having the ability to hire through a blanket hiring freeze exemption for vacant Agent positions. In FY 2022, DPP had 72 Agent separations while hiring 24 Agents for a negative net of 48 staff members. Included in the 72 separations<sup>2</sup> occurring in FY 2022; there were 14 individuals competitively promoted from Agent Senior to Field Supervisor I.

In FY 2022, DPP formally promoted 14 employees to Field Supervisor I, which is the first line supervisory position leading an assigned team of Agents. Supervisory oversight is a key component to supervision as first line supervisors coach and mentor Agents, approve reports, and assessments among their supervisory duties. Promotions to supervisory positions has a direct effect on the Agent classification as typically promotions are internal and come from the Agent rank. DPP is continuing to work with HR to backfill those remaining positions. Retirements continue to be a driver as evidenced by the increased number of Agent Seniors leaving the Agency (Appendix E). The Agent Senior classification accounts for 62% of the Agents leaving in FY 2022. DPP anticipated this occurring when the Agency moved the Agent classification into the 20-year Correctional Officers' Retirement System (CORS). As the job market remains very competitive, DPP has also seen an increase of Agents leaving for other opportunities, which remains one of the leading drivers of DPP Agent vacancies.

Overall, attrition continued to affect the DDMP program with (11) Drinking Driver Monitors separating from the Agency while hiring (6) Monitors in FY 2022. Out of the 11 Monitor separations, three were for promotion to Monitor Supervisor I, due to supervisory retirement in the previous fiscal year. Efforts to hire new Monitors has been hampered by a number of factors. One of the main drivers of the lack of Monitor hiring is the ability to have viable candidates successfully navigate the background vetting process. Numerous candidates either withdrew from consideration due to finding other positions while in background, lack of favorable background investigation results, or lack of response to background investigators. Monitor caseload averages has continued to trend near 200 cases in many office locations. In the interim, DPP has continued to utilize supervision Agents as an overflow for Monitor caseloads where applicable. This interim measure minimally affected criminal supervision caseloads, as evidenced by the caseload averages statewide, but highlights the continued desperate need to fill vacant Monitor positions when they become vacant. The recent acquisition of the DDMP Monitor III position serves as a benefit regarding Monitor retention during this critical period.

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<sup>2</sup> A separation includes individuals who were promoted to another position within the Department as they are considered to have separated from the original position.

Currently, DPP is closely working with Human Resources to fill those vacant Monitor positions with prospective candidates currently in the background investigation stage of the hiring process. While DPP remains a very attractive employer, the increased competition with the Federal government and the private sector remains a challenge concerning retention. DPP will continue to work with the Human Resources Services Division to bolstering recruitment and retention efforts. It is noted, the recent addition of the Drinking Driver Monitor III position resulted in numerous staff members receiving a non-competitive promotion from DDMP Monitor II. The increased pay that comes with this promotion is an incentive that will keep additional Monitors from leaving State service for employers paying more in wages.

## **CONCLUSION/CLOSING**

In conclusion, DPP remains steadfastly focused on filling all vacant positions. The challenges facing DPP are not unique to DPP and are representative of all employers in an increasingly competitive job market. DPP will continue to evaluate practices and caseload averages in an effort to maintain uniform caseloads. In that regard, DPP has not shown hesitation in reallocating staff to areas of need in an effort to reduce caseload sizes. The recent addition of the DDMP Monitor III and DPP RLPI will assist in maintaining employees, which will stave off attrition while HR diligently works to hire Agents and Monitors to fill vacant positions.

APPENDIX A: CASELOAD BY REGION/OFFICE FY 2022 (As of end of June 30, 2022)

| Region | Office               | VPI | HGH | MOD | LMD | LOW | REV | UNK | Subtotal | SO1 | SO2 | SO3 | SO4 | TotalCases | TotalAgents | CaseloadAvg |
|--------|----------------------|-----|-----|-----|-----|-----|-----|-----|----------|-----|-----|-----|-----|------------|-------------|-------------|
| BALT   | ARBUTUS/CATON 43     | 3   | 67  | 34  | 146 | 446 | 226 |     | 922      |     |     |     |     | 922        | 17          | 56          |
| BALT   | BALT CITY SO 06      |     |     |     |     |     | 27  | 1   | 28       | 137 | 68  | 58  | 285 | 576        | 15          | 38          |
| BALT   | BALT CITY VPI 84     | 81  |     | 3   | 20  | 9   | 61  |     | 174      |     |     |     |     | 174        | 6           | 29          |
| BALT   | BALT CO SO 07        |     |     |     |     |     | 29  |     | 29       | 72  | 37  | 60  | 238 | 436        | 9           | 48          |
| BALT   | BALT CO VPI 85       | 29  | 2   |     |     | 12  | 17  |     | 60       |     |     |     |     | 60         | 3           | 20          |
| BALT   | DTC CIRCUIT 03       | 4   |     | 2   | 12  | 35  | 50  |     | 103      |     |     |     |     | 103        | 2           | 52          |
| BALT   | DTC DISTRICT 02      |     |     |     | 4   | 25  | 10  |     | 39       |     |     |     |     | 39         | 1           | 39          |
| BALT   | DUNDALK 42           | 15  | 43  | 10  | 126 | 361 | 191 |     | 746      |     |     |     |     | 746        | 10          | 75          |
| BALT   | ESSEX/ROSEDALE 41    | 32  | 82  | 26  | 190 | 912 | 442 | 1   | 1685     |     |     |     |     | 1685       | 22          | 77          |
| BALT   | FAST EAST 29         | 1   | 242 | 6   | 13  | 11  | 142 |     | 415      | 1   |     |     |     | 416        | 6           | 69          |
| BALT   | FAST WEST 28         |     | 141 | 18  | 3   | 4   | 80  |     | 246      |     |     |     |     | 246        | 7           | 35          |
| BALT   | GAY ST 10            |     |     |     |     |     |     | 4   | 4        |     |     |     |     | 4          | 2           | 2           |
| BALT   | GENERAL SUPV 23      | 2   | 5   | 15  | 211 | 326 | 236 |     | 795      |     |     |     |     | 795        | 16          | 50          |
| BALT   | MADISON ST SE 31     | 63  | 15  | 36  | 588 | 776 | 659 | 2   | 2139     | 1   |     |     |     | 2140       | 34          | 63          |
| BALT   | OWINGS MILLS 44      | 1   | 43  | 2   | 157 | 213 | 167 | 1   | 611      |     |     |     |     | 611        | 6           | 102         |
| BALT   | REENTRY 15           | 3   | 2   |     | 29  | 62  | 59  |     | 160      |     |     |     |     | 160        | 3           | 53          |
| BALT   | SETON 20             | 75  | 2   | 31  | 494 | 740 | 451 |     | 1793     | 2   |     |     |     | 1795       | 31          | 58          |
| BALT   | SEVERN ST 21         | 14  | 1   | 36  | 282 | 590 | 355 |     | 1278     | 1   |     |     |     | 1279       | 25          | 51          |
| BALT   | TREATMENT LIAISON 25 | 3   | 6   | 6   | 22  | 64  | 59  |     | 160      |     |     |     |     | 160        | 3           | 53          |
| CAPT   | GAITHERSBURG 80      | 17  | 63  | 32  | 209 | 330 | 313 |     | 964      | 52  | 16  | 15  | 92  | 1138       | 16          | 71          |
| CAPT   | HYATTSVILLE 51       | 52  | 118 | 38  | 407 | 797 | 526 |     | 1938     | 58  | 21  | 20  | 60  | 2097       | 27          | 78          |
| CAPT   | LEONARDTOWN 53       | 5   | 17  | 26  | 158 | 101 | 151 |     | 458      | 12  | 10  | 11  | 10  | 501        | 4           | 125         |
| CAPT   | PRINCE FREDERICK 54  | 2   | 15  | 1   | 71  | 86  | 63  |     | 238      | 16  | 3   | 16  | 8   | 281        | 5           | 56          |
| CAPT   | SILVER SPRING 83     | 30  | 49  | 43  | 213 | 472 | 348 |     | 1155     | 48  | 26  | 29  | 66  | 1324       | 16          | 83          |
| CAPT   | UPPER MARLBORO 55    | 15  | 80  | 18  | 502 | 519 | 367 |     | 1501     | 53  | 26  | 23  | 120 | 1723       | 25          | 69          |
| CAPT   | WALDORF 52           | 9   | 34  | 13  | 164 | 151 | 165 | 1   | 537      | 12  | 29  | 26  | 22  | 626        | 7           | 89          |
| EAST   | ABERDEEN 39          | 1   | 58  | 5   | 80  | 278 | 157 |     | 579      | 17  | 14  | 10  | 65  | 685        | 12          | 57          |
| EAST   | BEL AIR 40           | 34  | 35  | 12  | 140 | 296 | 152 |     | 669      | 7   | 1   | 1   | 24  | 702        | 12          | 59          |
| EAST   | CAMBRIDGE 61         | 8   | 39  | 3   | 77  | 167 | 117 | 1   | 412      | 7   | 6   | 8   | 26  | 459        | 7           | 66          |
| EAST   | CENTREVILLE 62       | 3   | 13  | 6   | 56  | 148 | 93  |     | 319      | 11  | 1   | 4   | 26  | 361        | 5           | 72          |
| EAST   | CHESTERTOWN 63       |     | 3   | 1   | 29  | 58  | 45  |     | 136      |     |     |     |     | 136        | 2           | 68          |
| EAST   | DENTON 64            |     | 14  | 3   | 43  | 107 | 124 | 1   | 292      | 2   | 1   | 9   | 27  | 331        | 6           | 55          |

|              |                      |            |             |            |             |              |             |           |              |            |            |            |             |              |            |           |
|--------------|----------------------|------------|-------------|------------|-------------|--------------|-------------|-----------|--------------|------------|------------|------------|-------------|--------------|------------|-----------|
| <b>EAST</b>  | EASTON 60            | 6          | 17          | 7          | 63          | 114          | 86          |           | <b>293</b>   | 7          | 2          | 8          | 14          | <b>324</b>   | <b>4</b>   | <b>81</b> |
| <b>EAST</b>  | ELKTON 65            | 17         | 36          | 30         | 124         | 317          | 176         |           | <b>700</b>   | 4          | 15         | 8          | 45          | <b>772</b>   | <b>10</b>  | <b>77</b> |
| <b>EAST</b>  | PRINCESS ANNE 68     | 7          | 8           | 4          | 39          | 124          | 60          | 5         | <b>247</b>   | 8          | 2          | 7          | 11          | <b>275</b>   | <b>4</b>   | <b>69</b> |
| <b>EAST</b>  | SALISBURY 66         | 30         | 76          | 38         | 243         | 323          | 279         | 4         | <b>993</b>   | 37         | 18         | 17         | 32          | <b>1097</b>  | <b>16</b>  | <b>69</b> |
| <b>EAST</b>  | SNOW HILL 67         | 9          | 9           | 10         | 94          | 103          | 116         | 1         | <b>342</b>   | 18         | 8          | 7          | 9           | <b>384</b>   | <b>6</b>   | <b>64</b> |
| <b>HQ</b>    | CASE MONITOR UNIT 99 |            |             |            |             |              | 5           |           | <b>5</b>     |            |            |            |             | <b>5</b>     | <b>2</b>   | <b>3</b>  |
| <b>HQ</b>    | HEADQUARTERS 00      |            |             |            |             |              | 14          | 8         | <b>22</b>    |            |            |            |             | <b>22</b>    | <b>3</b>   | <b>7</b>  |
| <b>WEST</b>  | ANNAPOLIS 34         | 3          | 56          | 29         | 184         | 370          | 242         |           | <b>884</b>   | 31         | 9          | 13         | 30          | <b>967</b>   | <b>10</b>  | <b>97</b> |
| <b>WEST</b>  | CUMBERLAND 71        | 15         | 29          | 7          | 70          | 184          | 194         |           | <b>499</b>   | 1          | 6          | 9          | 50          | <b>568</b>   | <b>10</b>  | <b>57</b> |
| <b>WEST</b>  | ELLCOTT CITY 30      | 17         | 36          | 30         | 124         | 317          | 176         |           | <b>700</b>   | 4          | 15         | 8          | 45          | <b>772</b>   | <b>10</b>  | <b>77</b> |
| <b>WEST</b>  | FREDERICK 81         | 19         | 88          | 51         | 188         | 340          | 377         |           | <b>1063</b>  | 17         | 14         | 15         | 86          | <b>1195</b>  | <b>14</b>  | <b>85</b> |
| <b>WEST</b>  | GLEN BURNIE 32       | 33         | 123         | 73         | 204         | 621          | 601         | 5         | <b>1660</b>  | 43         | 20         | 30         | 81          | <b>1834</b>  | <b>21</b>  | <b>87</b> |
| <b>WEST</b>  | HAGERSTOWN 70        | 27         | 78          | 28         | 235         | 380          | 309         | 1         | <b>1058</b>  | 29         | 15         | 12         | 81          | <b>1195</b>  | <b>14</b>  | <b>85</b> |
| <b>WEST</b>  | OAKLAND 73           | 3          | 3           | 4          | 39          | 68           | 56          |           | <b>173</b>   | 5          |            | 4          | 12          | <b>194</b>   | <b>2</b>   | <b>97</b> |
| <b>WEST</b>  | WESTMINSTER 33       | 6          | 32          | 34         | 155         | 486          | 325         |           | <b>1038</b>  | 9          | 8          | 20         | 41          | <b>1116</b>  | <b>14</b>  | <b>80</b> |
| <b>TOTAL</b> | <b>BALT</b>          | <b>326</b> | <b>651</b>  | <b>252</b> | <b>2297</b> | <b>4586</b>  | <b>3226</b> | <b>9</b>  | <b>11347</b> | <b>214</b> | <b>105</b> | <b>118</b> | <b>523</b>  | <b>12307</b> | <b>219</b> | <b>56</b> |
| <b>TOTAL</b> | <b>CAPT</b>          | <b>130</b> | <b>376</b>  | <b>171</b> | <b>1724</b> | <b>2456</b>  | <b>1933</b> | <b>1</b>  | <b>6791</b>  | <b>250</b> | <b>131</b> | <b>140</b> | <b>378</b>  | <b>7690</b>  | <b>100</b> | <b>77</b> |
| <b>TOTAL</b> | <b>EAST</b>          | <b>115</b> | <b>320</b>  | <b>113</b> | <b>998</b>  | <b>2014</b>  | <b>1400</b> | <b>13</b> | <b>4973</b>  | <b>135</b> | <b>67</b>  | <b>82</b>  | <b>258</b>  | <b>5515</b>  | <b>85</b>  | <b>68</b> |
| <b>TOTAL</b> | <b>HQ</b>            |            |             |            |             |              | <b>19</b>   | <b>8</b>  | <b>27</b>    |            |            |            |             | <b>27</b>    | <b>5</b>   | <b>5</b>  |
| <b>TOTAL</b> | <b>WEST</b>          | <b>123</b> | <b>445</b>  | <b>256</b> | <b>1199</b> | <b>2766</b>  | <b>2280</b> | <b>6</b>  | <b>7075</b>  | <b>142</b> | <b>87</b>  | <b>111</b> | <b>426</b>  | <b>7841</b>  | <b>95</b>  | <b>83</b> |
| <b>TOTAL</b> | <b>STATEWIDE</b>     | <b>694</b> | <b>1792</b> | <b>792</b> | <b>6218</b> | <b>11822</b> | <b>8858</b> | <b>37</b> | <b>30213</b> | <b>741</b> | <b>390</b> | <b>451</b> | <b>1585</b> | <b>33380</b> | <b>504</b> | <b>66</b> |

APPENDIX B: THE EXACT BREAKDOWN OF CASE CLSOURES BY TYPE, REGION, OFFICE FY 2022

| Row Labels   | Appealed | Commutation | Death of Offender | Death of Offender - Overdose | Early Termination | Expired | Pending Warrant Service | Returned to Sending State | Revoked - New Offense | Revoked - Technical | Unsatisfactory - New Offense | Unsatisfactory - Other | (blank) | Grand Total |
|--|----------|-------------|-------------------|------------------------------|-------------------|---------|-------------------------|---------------------------|-----------------------|---------------------|------------------------------|------------------------|---------|-------------|
| Baltimore  | 108      | 5           | 337               | 20                           | 208               | 4753    | 29                      | 65                        | 578                   | 232                 | 448                          | 1181                   | 335     | 8299        |
| Arbutus/Catonsville                                | 14       | 2           | 13                |                              | 15                | 363     | 9                       | 3                         | 28                    | 18                  | 28                           | 38                     | 21      | 552         |
| Baltimore County sex offenders                     | 2        |             | 8                 |                              | 2                 | 85      |                         | 1                         | 9                     | 4                   | 5                            | 9                      | 3       | 128         |
| Baltimore County VPI                               |          |             | 4                 |                              |                   | 31      |                         | 3                         | 12                    | 1                   | 18                           | 7                      | 5       | 81          |
| Central (Gay Street)                               |          |             |                   |                              |                   | 7       |                         |                           | 1                     |                     |                              | 4                      | 2       | 14          |
| DRUG COURT - DISTRICT.                             |          |             | 2                 | 1                            | 4                 | 59      |                         |                           | 3                     | 7                   | 1                            | 19                     |         | 96          |
| Drug Treatment Circuit Court                       |          |             | 3                 |                              | 4                 | 9       |                         |                           | 1                     |                     | 1                            | 8                      | 2       | 28          |
| Dundalk  | 1        |             | 19                |                              | 1                 | 144     | 2                       | 7                         | 14                    | 4                   | 16                           | 92                     | 8       | 308         |
| Dundalk - DDMP                                     |          |             |                   |                              |                   | 3       |                         |                           |                       |                     |                              | 1                      |         | 4           |
| Essex  | 3        |             | 36                | 4                            | 17                | 396     | 2                       | 5                         | 81                    | 35                  | 33                           | 99                     | 13      | 724         |
| Essex- DDMP  | 3        | 1           | 2                 |                              | 5                 | 203     |                         |                           |                       | 2                   | 1                            | 4                      |         | 221         |
| FAST - East  | 12       |             | 8                 |                              | 6                 | 81      |                         | 1                         | 12                    | 7                   | 12                           | 39                     | 11      | 189         |
| FAST - West  | 11       |             | 9                 | 3                            | 3                 | 137     |                         | 2                         | 25                    | 28                  | 4                            | 33                     | 5       | 260         |
| Investigation Unit                                 | 1        |             |                   |                              |                   | 6       |                         |                           | 3                     |                     | 1                            |                        |         | 11          |
| NORTHEAST (PRESTON ST.) - GENERAL SUPERVISION UNIT | 6        |             | 22                | 2                            | 11                | 313     | 1                       |                           | 33                    | 21                  | 45                           | 81                     | 15      | 550         |
| NORTHEAST (PRESTON ST.) - RE-ENTRY                 |          |             | 6                 |                              | 1                 | 35      |                         |                           | 7                     | 2                   | 1                            | 7                      |         | 59          |
| Northwest (Seton)                                  | 12       |             | 69                | 1                            | 16                | 696     | 2                       | 2                         | 133                   | 43                  | 88                           | 233                    | 47      | 1342        |
| NORTHWEST (SETON) - DDMP                           | 8        |             | 2                 | 2                            | 19                | 296     | 1                       |                           | 1                     | 3                   | 10                           | 15                     | 2       | 359         |
| Owings Mills                                       | 11       | 1           | 8                 |                              | 13                | 177     |                         | 3                         | 24                    | 10                  | 15                           | 34                     | 24      | 320         |
| Owings Mills- DDMP                                 | 4        | 1           | 5                 |                              | 21                | 314     | 4                       |                           | 4                     | 5                   | 2                            | 4                      | 115     | 479         |

|                               |    |   |     |    |     |      |    |     |     |     |     |      |     |      |
|-------------------------------|----|---|-----|----|-----|------|----|-----|-----|-----|-----|------|-----|------|
| SOUTHEASTERN<br>(MADISON ST.) | 8  |   | 50  | 2  | 29  | 786  | 3  | 31  | 64  | 10  | 72  | 226  | 42  | 1323 |
| Southwest (Severn)            | 9  |   | 42  | 1  | 19  | 380  | 5  | 3   | 60  | 11  | 71  | 149  | 18  | 768  |
| Special Offender<br>Unit      | 2  |   | 18  | 4  | 4   | 148  |    | 4   | 18  | 8   | 11  | 33   | 1   | 251  |
| Treatment Liason<br>Unit      |    |   | 3   |    | 18  | 26   |    |     | 4   | 5   | 2   | 14   |     | 72   |
| Violence Prevention<br>Unit   | 1  |   | 8   |    |     | 58   |    |     | 41  | 8   | 11  | 32   | 1   | 160  |
| Capital                       | 84 | 4 | 186 | 24 | 308 | 3805 | 46 | 148 | 363 | 215 | 308 | 1281 | 310 | 7082 |
| Annapolis - DDMP              | 1  |   | 2   |    | 1   | 73   |    |     |     | 2   | 1   | 12   | 2   | 94   |
| Annapolis Field<br>Office     | 11 |   | 18  | 4  | 21  | 240  | 4  | 4   | 72  | 45  | 14  | 97   | 9   | 539  |
| GAITHERSBURG                  | 11 |   | 26  | 2  | 37  | 321  | 8  | 12  | 45  | 26  | 38  | 157  | 14  | 697  |
| GAITHERSBURG -<br>DDMP        | 6  |   | 3   |    | 9   | 283  | 4  |     |     |     | 2   | 48   | 3   | 358  |
| Glen Burnie                   | 4  | 1 | 13  | 4  | 29  | 326  | 2  | 9   | 106 | 65  | 27  | 143  | 13  | 742  |
| Glen Burnie - DDMP            | 1  |   | 1   | 1  | 3   | 112  |    |     | 3   | 4   | 1   | 18   | 2   | 146  |
| Hyattsville                   | 6  | 2 | 29  | 1  | 36  | 497  | 5  | 19  | 49  | 30  | 50  | 303  | 20  | 1047 |
| Leonardtwn                    |    |   | 3   | 2  | 6   | 84   |    | 4   | 12  | 6   | 18  | 40   | 6   | 181  |
| Prince Frederick              | 3  |   | 7   |    | 14  | 88   |    | 2   | 8   |     | 18  | 29   | 11  | 180  |
| Rockville                     |    |   |     |    |     |      |    |     |     |     | 1   |      |     | 1    |
| Silver Spring                 | 16 |   | 26  | 3  | 35  | 524  | 9  | 6   | 30  | 10  | 50  | 161  | 23  | 893  |
| SILVER SPRING -<br>DDMP       | 3  |   | 1   |    | 21  | 251  |    | 1   | 1   | 1   | 2   | 29   | 1   | 311  |
| Upper Marlboro                | 11 | 1 | 32  | 2  | 56  | 501  | 5  | 72  | 27  | 16  | 41  | 158  | 23  | 945  |
| Upper Marlboro -<br>DDMP      | 9  |   | 4   |    | 12  | 256  | 1  | 2   | 1   | 7   | 2   | 9    | 175 | 478  |
| Waldorf                       | 1  |   | 15  | 4  | 4   | 142  |    | 17  | 7   | 2   | 36  | 70   | 8   | 306  |
| Waldorf - DDMP                | 1  |   | 6   | 1  | 24  | 107  | 8  |     | 2   | 1   | 7   | 7    |     | 164  |
| East                          | 46 | 1 | 121 | 56 | 151 | 2849 | 33 | 44  | 584 | 344 | 184 | 468  | 56  | 4937 |
| ABERDEEN                      | 8  |   | 18  | 6  | 12  | 436  | 1  | 1   | 57  | 26  | 11  | 50   | 9   | 635  |
| BEL AIR - DDMP                | 3  |   | 8   |    | 8   | 179  | 18 |     | 6   | 12  | 3   | 6    | 1   | 244  |
| Bel Air Field Office          | 4  |   | 19  | 8  | 8   | 266  | 5  | 4   | 62  | 50  | 14  | 27   | 14  | 481  |
| Cambridge Field<br>Office     | 2  |   | 8   | 2  | 10  | 161  |    | 3   | 93  | 50  | 5   | 17   | 4   | 355  |



|                          |     |    |     |     |     |       |     |     |      |      |      |      |     |       |
|--------------------------|-----|----|-----|-----|-----|-------|-----|-----|------|------|------|------|-----|-------|
| Centreville Field Office | 6   |    | 4   | 1   | 4   | 112   |     | 1   | 24   | 9    | 11   | 11   |     | 183   |
| Chestertown Field Office |     |    |     | 2   | 9   | 51    |     |     | 6    | 3    | 4    | 14   |     | 89    |
| DDMP - CENTREVILLE       | 6   |    | 6   | 1   | 11  | 219   | 1   | 1   | 15   | 15   | 1    | 9    | 3   | 288   |
| DDMP Lower Shore         |     |    | 2   | 1   | 13  | 130   |     |     | 25   | 15   | 1    | 10   |     | 197   |
| Denton Field Office      | 2   | 1  | 7   | 7   | 6   | 110   |     | 1   | 25   | 1    | 27   | 24   | 3   | 214   |
| EASTON                   | 3   |    | 6   |     | 4   | 118   |     | 1   | 18   | 17   | 20   | 43   | 1   | 231   |
| ELKTON - DDMP            | 1   |    | 2   |     | 5   | 166   |     |     |      |      | 1    | 3    |     | 178   |
| Elkton Field Office      | 10  |    | 13  | 15  | 30  | 351   | 2   | 6   | 98   | 98   | 32   | 109  | 5   | 769   |
| PRINCESS ANNE            | 1   |    | 4   |     | 6   | 71    |     | 7   | 22   | 4    | 3    | 36   |     | 154   |
| SALISBURY                |     |    | 15  | 9   | 13  | 324   | 2   | 15  | 108  | 32   | 32   | 69   | 10  | 629   |
| SNOW HILL                |     |    | 9   | 4   | 12  | 155   | 4   | 4   | 25   | 12   | 19   | 40   | 6   | 290   |
| Headquarters             | 2   | 1  | 4   |     | 3   | 181   | 1   |     | 2    | 4    |      | 21   | 7   | 226   |
| C.M.U.                   | 1   | 1  |     |     |     | 3     |     |     |      | 2    |      |      | 2   | 9     |
| Headquarters             | 1   |    | 4   |     | 3   | 178   | 1   |     | 2    | 2    |      | 21   | 5   | 217   |
| Missing                  |     |    | 1   |     |     | 7     |     | 1   |      | 5    |      | 7    | 11  | 32    |
| Inactive Agent Assigned  |     |    |     |     |     |       |     |     |      | 1    |      |      | 1   | 2     |
| No Longer Active         |     |    |     |     |     | 1     |     |     |      |      |      |      |     | 1     |
| (blank)                  |     |    | 1   |     |     | 6     |     | 1   |      | 4    |      | 7    | 10  | 29    |
| West                     | 38  | 1  | 86  | 41  | 121 | 2103  | 8   | 53  | 627  | 294  | 149  | 474  | 96  | 4091  |
| Cumberland               | 3   | 1  | 9   | 7   | 22  | 166   |     | 6   | 123  | 63   | 9    | 98   | 8   | 515   |
| Cumberland - DDMP        |     |    | 3   |     | 1   | 57    |     |     | 2    | 3    | 1    | 5    |     | 72    |
| Ellicott City            | 6   |    | 8   |     | 19  | 311   | 4   | 4   | 46   | 17   | 11   | 27   | 23  | 476   |
| Ellicott City - DDMP     |     |    | 1   |     | 9   | 67    | 2   |     | 1    |      | 3    | 1    | 31  | 115   |
| Frederick                | 7   |    | 12  | 8   | 13  | 375   |     | 11  | 195  | 80   | 29   | 85   | 5   | 820   |
| Frederick - DDMP         | 2   |    | 6   | 1   | 6   | 203   |     | 1   | 7    | 10   | 8    | 31   | 3   | 278   |
| HAGERSTOWN               | 5   |    | 21  | 14  | 28  | 280   |     | 29  | 75   | 61   | 46   | 138  | 1   | 698   |
| Oakland                  |     |    |     | 2   | 2   | 72    |     | 1   | 65   | 22   | 2    | 16   | 1   | 183   |
| Westminster              | 11  |    | 22  | 6   | 12  | 302   |     | 1   | 100  | 33   | 28   | 55   | 7   | 577   |
| Westminster DDMP Office  | 4   |    | 4   | 3   | 9   | 270   | 2   |     | 13   | 5    | 12   | 18   | 17  | 357   |
| Grand Total              | 278 | 12 | 735 | 141 | 791 | 13698 | 117 | 311 | 2154 | 1094 | 1089 | 3432 | 815 | 24667 |

APPENDIX C: SUPPORT STAFF PER DPP UNIT DESIGNATION

| Region | Office            | TotalCases | TotalAgents | CaseloadAvg | Support Staff | Support Vacancies | Notes   |
|--------|-------------------|------------|-------------|-------------|---------------|-------------------|---|
| BALT   | ARBUTUS/CATON 43  | 922        | 17          | 54          | 3             | 2                 | Intake and Supervision Units  |
| BALT   | BALT CITY SO 06   | 576        | 13          | 38          | 4             | 1                 | Located at Severn St office   |
| BALT   | BALT CITY VPI 84  | 174        | 6           | 29          | N/A           | N/A               | Located at Preston St/Severn St offices   |
| BALT   | BALT CO SO 07     | 436        | 9           | 48          | N/A           | N/A               | Located at Essex/Catonsville Offices  |
| BALT   | BALT CO VPI 85    | 60         | 3           | 20          | N/A           | N/A               | Located at Essex  |
| BALT   | DTC CIRCUIT 03    | 103        | 2           | 52          | 2             | 1                 | Located at Preston St with Intake   |
| BALT   | DTC DISTRICT 02   | 39         | 1           | 39          | N/A           | N/A               | Located at Preston St with Intake   |
| BALT   | DUNDALK 42        | 746        | 10          | 75          | 2             | 1                 | Location is closed. Currently collocated at the Essex field office.                               |
| BALT   | ESSEX/ROSEDALE 41 | 1685       | 22          | 77          | 4             | 0                 | Combined with Dundalk 42, Balt Co SO 07, and Balt Co VPI 85. Collocated at the Essex Field Office |
| BALT   | FAST EAST 29      | 416        | 6           | 69          | 2             | 0                 | Combined with Madison St location   |
| BALT   | FAST WEST 28      | 246        | 7           | 35          | 3             | 1                 | Intake and Supervision Units  |
| BALT   | GENERAL SUPV 23   | 795        | 16          | 50          | 6             | 1                 | Located at Preston St   |
| BALT   | MADISON ST SE 31  | 2140       | 34          | 63          | 1             | 1                 | Collocated with Intake and FAST East at the Madison St office and the formerly Gay St office      |
| BALT   | OWINGS MILLS 44   | 611        | 6           | 102         | 2             | 2                 | Baltimore County Investigations and Supervision   |
| BALT   | REENTRY 15        | 120        | 4           | 30          | 1             | 1                 | Located at Preston St with Intake   |
| BALT   | SETON 20          | 1795       | 31          | 58          | 6             | 1                 | Intake and Supervision Units  |

|             |                      |             |           |            |     |     |  |
|-------------|----------------------|-------------|-----------|------------|-----|-----|--|
| <b>BALT</b> | SEVERN ST 21         | <b>1279</b> | <b>25</b> | <b>51</b>  | 4   | 1   | Combined with Baltimore City VPI 84              |
| <b>BALT</b> | TREATMENT LIAISON 25 | <b>160</b>  | <b>3</b>  | <b>53</b>  | N/A | N/A | Located at Preston St office                     |
| <b>CAPT</b> | GAITHERSBURG 80      | <b>1138</b> | <b>16</b> | <b>71</b>  | 0   | 2   |  |
| <b>CAPT</b> | HYATTSVILLE 51       | <b>2097</b> | <b>27</b> | <b>78</b>  | 4   | 1   |  |
| <b>CAPT</b> | LEONARDTOWN 53       | <b>501</b>  | <b>4</b>  | <b>125</b> | 2   | 0   |  |
| <b>CAPT</b> | PRINCE FREDERICK 54  | <b>281</b>  | <b>5</b>  | <b>56</b>  | 1   | 1   |  |
| <b>CAPT</b> | SILVER SPRING 83     | <b>1324</b> | <b>16</b> | <b>83</b>  | 2   | 1   |  |
| <b>CAPT</b> | UPPER MARLBORO 55    | <b>1723</b> | <b>25</b> | <b>69</b>  | 1   | 4   | Intake/Investigations/Supervision Units combined |
| <b>CAPT</b> | WALDORF 52           | <b>626</b>  | <b>7</b>  | <b>89</b>  | 0   | 1   |  |
| <b>EAST</b> | ABERDEEN 39          | <b>685</b>  | <b>12</b> | <b>57</b>  | 1   | 0   |  |
| <b>EAST</b> | BEL AIR 40           | <b>702</b>  | <b>12</b> | <b>59</b>  | 2   | 1   | Intake and Supervision Units                     |
| <b>EAST</b> | CAMBRIDGE 61         | <b>459</b>  | <b>7</b>  | <b>89</b>  | 0   | 1   | Intake and Supervision Units                     |
| <b>EAST</b> | CENTREVILLE 62       | <b>361</b>  | <b>5</b>  | <b>72</b>  | 0   | 1   | Intake and Supervision Units                     |
| <b>EAST</b> | CHESTERTOWN 63       | <b>136</b>  | <b>2</b>  | <b>68</b>  | 1   | 0   | Intake and Supervision Units                     |
| <b>EAST</b> | DENTON 64            | <b>331</b>  | <b>6</b>  | <b>55</b>  | 1   | 0   | Intake and Supervision Units                     |
| <b>EAST</b> | EASTON 60            | <b>324</b>  | <b>4</b>  | <b>81</b>  | 0   | 2   | Intake and Supervision Units                     |
| <b>EAST</b> | ELKTON 65            | <b>761</b>  | <b>11</b> | <b>69</b>  | 0   | 2   | Intake and Supervision Units                     |
| <b>EAST</b> | PRINCESS ANNE 68     | <b>275</b>  | <b>4</b>  | <b>69</b>  | 1   | 0   | Intake and Supervision Units                     |
| <b>EAST</b> | SALISBURY 66         | <b>1097</b> | <b>16</b> | <b>69</b>  | 1   | 2   | Intake and Supervision Units                     |
| <b>EAST</b> | SNOW HILL 67         | <b>384</b>  | <b>6</b>  | <b>64</b>  | 0   | 2   | Intake and Supervision Units                     |

|      |                      |      |    |    |     |     |  |
|------|----------------------|------|----|----|-----|-----|--|
| HQ   | CASE MONITOR UNIT 99 |      |    |    | N/A | N/A |  |
| HQ   | HEADQUARTERS 00      | 22   | 3  | 7  | 1   | 1   | Administrative Interstate supervision unit       |
| WEST | ANNAPOLIS 34         | 967  | 10 | 97 | 2   | 3   | Intake/Investigations/Supervision Units combined |
| WEST | CUMBERLAND 71        | 568  | 10 | 57 | 2   | 0   | Intake/Investigations/Supervision Units combined |
| WEST | ELLCOTT CITY 30      | 772  | 10 | 77 | 1   | 3   | Intake/Investigations/Supervision Units combined |
| WEST | FREDERICK 81         | 1195 | 14 | 85 | 4   | 0   | Intake/Investigations/Supervision Units combined |
| WEST | GLEN BURNIE 32       | 1834 | 21 | 87 | 0   | 3   | Intake/Investigations/Supervision Units combined |
| WEST | HAGERSTOWN 70        | 1195 | 14 | 85 | 3   | 2   | Intake/Investigations/Supervision Units combined |
| WEST | OAKLAND 73           | 194  | 2  | 97 | 0   | 1   | Intake/Investigations/Supervision Units combined |
| WEST | WESTMINSTER 33       | 1116 | 14 | 80 | 2   | 1   | Intake/Investigations/Supervision Units combined |
|      |                      |      |    |    |     |     |  |
|      |                      |      |    |    |     |     |  |
|      |                      |      |    |    |     |     |  |

Appendix D: STATEWIDE INTAKE STATISTICS July 2021 – June 2022

| <b>MONTH</b>   | <b>Number of New<br/>Supervision Cases<br/>Opened</b> | <b>Statewide ACT<br/>Cases</b> |
|----------------|---|--------------------------------|
| July 2021      | 2189  | 32,383                         |
| August 2021    | 2192  | 32,309                         |
| September 2021 | 2396  | 32,408                         |
| October 2021   | 2149  | 32,489                         |
| November 2021  | 2243  | 35,055                         |
| December 2021  | 2243  | 35,055                         |
| January 2022   | 2297  | 33,068                         |
| February 2022  | 1558  | 32,277                         |
| March 2022     | 1741  | 32,110                         |
| April 2022     | 2335  | 32,695                         |
| May 2022       | 2383  | 33,014                         |
| June 2022      | 2221  | 33,380                         |

Appendix E: STATEWIDE DPP AGENT AND MONITOR SEPARATIONS FY 2022

| Count of Employee ID                   | EFF YR |     |     |     |     |     |               |      |     |     |     |     |     |               |                |
|--|--------|-----|-----|-----|-----|-----|---------------|------|-----|-----|-----|-----|-----|---------------|----------------|
|  | 2021   |     |     |     |     |     | 2021<br>Total | 2022 |     |     |     |     |     | 2022<br>Total | Grand<br>Total |
| Job Profile                            | Jul    | Aug | Sep | Oct | Nov | Dec |               | Jan  | Feb | Mar | Apr | May | Jun |               |                |
| Drinking Driver Monitor I-1136         |        | 1   |     |     |     | 1   | 2             |      |     | 1   |     |     |     | 1             | 3              |
| Drinking Driver Monitor II-1137        |        | 2   |     | 1   |     | 2   | 5             |      |     | 1   |     | 1   | 1   | 3             | 8              |
| Drinking Driver Monitor Superviso-1138 |        |     |     |     |     |     |               |      |     | 1   |     |     |     | 1             | 1              |
| Parole & Prob Agent I-0674             |        | 2   | 1   | 1   | 1   |     | 5             | 1    |     | 1   | 2   | 1   |     | 5             | 10             |
| Parole & Prob Agent II-1188            |        | 1   |     |     | 3   |     | 4             |      |     |     | 3   |     |     | 3             | 7              |
| Parole & Prob Agent Sr-3340            | 9      | 5   | 3   | 1   | 4   | 4   | 26            | 1    | 3   | 1   | 3   | 1   | 10  | 19            | 45             |
| Parole & Prob Field Supv I-0797        |        | 1   |     | 2   | 2   |     | 5             | 3    |     | 1   | 1   |     | 1   | 6             | 11             |
| Parole & Prob Field Supv II-0883       |        |     |     |     |     | 1   | 1             | 1    |     |     |     |     |     | 1             | 2              |
| Grand Total                            | 9      | 12  | 4   | 5   | 10  | 8   | 48            | 6    | 3   | 6   | 9   | 3   | 12  | 39            | 87             |

APPENDIX F: DPP HIRES BY MONTH AGENT/MONITORS FY 2022

| Count of<br>Employee ID                      | EFF YR |     |     |     |               |      |     |     |     |     |     |               |                |
|--|--------|-----|-----|-----|---------------|------|-----|-----|-----|-----|-----|---------------|----------------|
|  | 2021   |     |     |     | 2021<br>Total | 2022 |     |     |     |     |     | 2022<br>Total | Grand<br>Total |
| Job<br>Profile                               | Jul    | Sep | Nov | Dec |               | Jan  | Feb | Mar | Apr | May | Jun |               |                |
| Drinking<br>Driver<br>Monitor<br>I-1136      |        |     | 5   |     | 5             |      |     |     |     |     | 1   | 1             | 6              |
| Parole &<br>Prob<br>Agent I-<br>0674         | 3      | 2   |     | 2   | 7             | 7    | 2   | 3   | 1   | 2   | 2   | 17            | 24             |
| Parole &<br>Prob<br>Agent<br>Sr-3340         | 1      |     |     | 1   | 2             |      |     |     |     |     |     |               | 2              |
| Parole &<br>Prob<br>Field<br>Supv I-<br>0797 |        |     |     |     |               |      | 1   |     |     |     |     | 1             | 1              |
| Grand<br>Total                               | 4      | 2   | 5   | 3   | 14            | 7    | 3   | 3   | 1   | 2   | 3   | 19            | 33             |

Appendix G: STATEWIDE DPP VACANCIES BY CLASSIFICATION PER MONTH

\*\*\*Source:HRSD HRIS Weekly Position Summary Workday Reports

|   |            | 2021        |             |            |            |             |             |            |            |            |            |            |            | 2022       |            |            |            |            |            |            |            |            |            |             |             |
|---|------------|-------------|-------------|------------|------------|-------------|-------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|-------------|-------------|
| FY 2022 Vacancy by Class                | Total PINS | Filled July | Vacant July | Filled Aug | Vacant Aug | Filled Sept | Vacant Sept | Filled Oct | Vacant Oct | Filled Nov | Vacant Nov | Filled Dec | Vacant Dec | Filled Jan | Vacant Jan | Filled Feb | Vacant Feb | Filled Mar | Vacant Mar | Filled Apr | Vacant Apr | Filled May | Vacant May | Filled June | Vacant June |
| Drinking Driver Monitor I-1136          | 25         | 7           | 18          | 7          | 18         | 2           | 23          | 2          | 23         | 1          | 24         | 7          | 18         | 6          | 19         | 7          | 18         | 7          | 18         | 5          | 20         | 6          | 19         | 6           | 19          |
| Drinking Driver Monitor II-1137         | 11         | 11          | 0           | 11         | 0          | 11          | 0           | 11         | 0          | 11         | 0          | 10         | 1          | 8          | 3          | 8          | 3          | 8          | 3          | 6          | 5          | 5          | 6          | 4           | 7           |
| Drinking Driver Monitor III-1144        | 40         | 40          | 0           | 40         | 0          | 40          | 0           | 40         | 0          | 39         | 1          | 40         | 0          | 40         | 0          | 40         | 0          | 40         | 0          | 40         | 0          | 40         | 0          | 40          | 0           |
| Drinking Driver Monitor Supervisor-1138 | 11         | 7           | 4           | 7          | 4          | 10          | 1           | 10         | 1          | 10         | 1          | 10         | 1          | 10         | 1          | 10         | 1          | 10         | 1          | 9          | 2          | 10         | 1          | 10          | 1           |
| Parole & Prob Agent I-0674              | 154        | 72          | 82          | 69         | 85         | 60          | 94          | 59         | 95         | 51         | 103        | 39         | 115        | 38         | 116        | 48         | 106        | 55         | 99         | 74         | 80         | 71         | 83         | 74          | 80          |
| Parole & Prob Agent II-1188             | 58         | 56          | 2           | 56         | 2          | 57          | 1           | 57         | 1          | 57         | 1          | 58         | 0          | 58         | 0          | 58         | 0          | 58         | 0          | 58         | 0          | 58         | 0          | 58          | 0           |
| Parole & Prob Agent Sr-3340             | 486        | 475         | 11          | 475        | 11         | 476         | 10          | 476        | 10         | 476        | 10         | 482        | 4          | 481        | 5          | 480        | 6          | 476        | 10         | 473        | 13         | 465        | 21         | 461         | 25          |
| Parole & Prob Field Supv I-0797         | 121        | 108         | 13          | 107        | 14         | 106         | 15          | 106        | 15         | 108        | 13         | 107        | 14         | 106        | 15         | 103        | 18         | 105        | 16         | 104        | 17         | 106        | 15         | 108         | 13          |
| Parole & Prob Field Supv II-0883        | 27         | 26          | 1           | 26         | 1          | 26          | 1           | 26         | 1          | 26         | 1          | 26         | 1          | 25         | 2          | 24         | 3          | 24         | 3          | 24         | 3          | 24         | 3          | 24          | 3           |
| Grand Total                             | 933        | 802         | 131         | 798        | 135        | 788         | 145         | 787        | 146        | 779        | 154        | 779        | 154        | 772        | 161        | 778        | 155        | 783        | 150        | 793        | 140        | 785        | 148        | 785         | 148         |



